

COURSE SYLLABUS – ENGLISH 102-02, 03, 08
Fall Semester – 2009
Instructor: James Pettit

I. Contact Information:

Office: Admin 3-121

Office Hours: M-F: 8-9 and by appointment

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***NOTE:** Email is by far the most effective way to get in touch with me outside the classroom. I check email several times each day while I may check voice mail several times per week.

ULM Email Policy: Students are to use their ULM email account (username@warhawks.ulm.edu) to contact faculty.

II. Course Prerequisites/Corequisites

English 101 is the prerequisite for this course. Students must have passed English 101 with a "C" or better.

III. Course Description

English 102 builds on the skills students learn in English 101 and adds extensive focus on research skills. In this course, students will write several in-depth analyses and arguments. These papers will target educated and academic audiences. Some assignments will build the students' capacity to engage with and develop material using more than one type of argument, or a combination of analytical and argumentative purposes.

IV. Course Objectives and Outcomes

By the last third of the semester, students will demonstrate ability to:

1. quote, summarize, paraphrase, cite, and document sources, using MLA style.
2. balance synthesis of these sources with original ideas.
3. develop complex arguments and analyses, sometimes mixing argumentative and analytical methods to produce coherent, evidential papers for educated and academic readers.
4. move productively among the stages of a recursive writing process to prewrite, draft, peer review, revise and edit college-level compositions with appropriate formatting, usage, structure and style for an academic audience.

V. Course Topics

1. Intermediate composition skills
2. Research methods—finding and evaluating sources; quoting, summarizing, and paraphrasing sources; citing and documenting various kinds of sources in MLA style.
3. Analysis and argument—analyzing and arguing about popular culture, social and cultural issues, and literary texts.

VI. Instructional Methods and Activities

1. Lecture/discussion of reading assignments
2. Prewriting and writing activities
3. Research activities and exercises
4. Use of word processing for writing activities; use of Moodle for class syllabi, announcements, assignments and/or notes; use of resources available through Grammar Central, the internet, and ULM library databases.

VII. Evaluation and Grade Assignment

In general students will be assessed on participation as measured by completion and/or quality of various research-related exercises, prewriting and writing assignments, and peer activities. Also they will be assessed with regard to the quality of the writing and research skills demonstrated in their papers, especially those skills targeted in each unit. Teachers will hand out (or post on Blackboard) assignment sheets for each unit, including the rubric the teacher will use to determine grades.

The weights for course activities and assignments will be as follows:

Course Activity and Assignment	Percentage
Class participation/ professional demeanor/ Writing exercises (includes final)	15%
Other Exercises (e.g. plagiarism/ grammar exercises), Exercise Central	10%
Paper 1: Rhetorical Analysis (1200 words)	15%
Paper 2: Media Review/Analysis of media in cultural context (1200 words)	15%
Paper 3: Analysis of literary text[s] with reference to cultural context	15%
Paper 4: Major Research Paper arguing on a social or cultural issue	30%
TOTAL	100%

Grading Scale: A = 90-100; B = 80-89; C = 70-79; D = 60-69; F = below 60.

Note 1: At the instructor's discretion, he/she may further assign numbers for +/- grades so long as the numbers are at a logical point on the 10-point scale.

Note 2: Undergraduate mid-term grades will be posted on-line for students to view via Arrow. Mid-term grades indicate a student's status at mid-semester only and do not indicate the final performance outcome of a student.

VIII. Textbook(s) and Materials:

The Everyday Writer, ULM custom-edition by Andrea Lunsford (4th edition)

How to Write Anything: A Guide and Reference by Ruszkiewicz

First-Year Guide to Composition, 1st edition

Other materials deemed necessary by individual instructors

IX. Class Policies and Procedures

All policies stated in the current ULM Student Policy Manual & Organizational Handbook are in effect in this class. (see <http://www.ulm.edu/studentpolicy/>)

Students in violation of University policies regarding such critical matters as possession of alcohol or drugs (or apparent intoxication from them) or possession of weapons will be summarily dismissed from class and turned over to appropriate University officials for disciplinary action.

Students who are disruptive in class or disrespectful to the instructor or other students will also be asked to leave until the matter can be resolved in a conference with the instructor and/or the Director of the First Year Writing Program.

A. Attendance Policy:

This policy replaces the one published in the 2007-2008 Undergraduate Catalog.

- Class attendance is regarded as an obligation and a privilege, and all students are expected to attend regularly and punctually all classes in which they are enrolled. Failure to do so may jeopardize a student's scholastic standing and may lead to suspension from the University.
- Any student who is not present for at least 75% of the scheduled class sessions in any course may receive a grade of W if this condition occurs prior to the last day to drop a course, or a grade of F after that date.
- Any University related activity requiring an absence from class will count as an absence when determining if a student has attended 75% of class meetings.
- Students are responsible for the effect absences have on all forms of evaluating course performance. Thus, the student is responsible for arranging the allowed make up of any missed work

Individual Course Attendance Policy:

Students who are late will be docked partial attendance credit for the day; 3 tardy marks will be counted as 1 unexcused absence.

Students will receive an "F" in the course if they have:

- 2 or more unexcused absences in the first 4 weeks of the class
- 3 or more unexcused absences in a T-Th class
- 5 or more unexcused absences in a MWF class

Absences will be excused if they meet the University criteria for excused absences.

Under some circumstances, absences may be excused at the instructor's discretion.

Students who have excused absences shall not be penalized for the absences, but shall be afforded fair and reasonable opportunity to complete comparable course work or examinations missed as a result of the absences.

B. Make-Up Policy:

- Essays and assignments are due on the due date.
- Late essays *without* an acceptable excuse:
 - will be deducted 10 points per day including weekends and holidays until the essay is submitted.
 - will continue to receive point deductions until it reaches a grade of 50; at that point, the student has until the last class meeting (*not* the day of final) to submit the essay. The paper will be graded according to the rubric for the assignment, and the point deductions for lateness will be subtracted from the grade.
 - will receive a grade of "0" if the essay is never submitted.
- Excused late essays must be turned in by an alternate due date determined by the instructor and communicated to the student at the time the excuse is granted.
- Late daily assignments will be failed if unexcused.
- Excused daily assignments must be submitted on an alternate due date determined by the instructor and communicated to the student at the time the excuse is granted.

C. Academic Integrity:

The English department adheres to the ULM published policy on Academic Dishonesty (see Page 4 in ULM Student Policy Manual, or <http://www.ulm.edu/studentpolicy/>). This policy pertains foremost to deliberate acts of plagiarism, punishable on a first offense by a minimum of a "0" on the plagiarized assignment and a report of the incident to appropriate University officials. On a second offense, the minimum sanction is an "F" in the course. On a third offense, the minimum sanction is disciplinary action at the University level (academic probation, suspension, etc). More serious first or second offenses may result in action at the University level as well.

However, if a freshman year instructor determines to his or her satisfaction that a student's genuine misunderstanding of quotation, citation or documentation rules that are being learned in the class has resulted in accidental plagiarism on an assignment the instructor may opt to give a "50" rather than a 0.

Plagiarism may be defined as the use of another person's words, ideas, research or interpretation of facts; and images, graphics or other original work without appropriate citation and documentation. In this class, we use the rules of MLA style. To avoid plagiarism one must:

1. Put all borrowed language—even key words—into quotation marks or block quotation format.
2. Avoid copying a source's sentence structure and order of ideas too closely without quoting directly.
3. Cite in parentheses the author's name and page or paragraph number if applicable for all quotations from a source **and** for all borrowed ideas, facts, graphics, statistics or other materials.
4. Provide an entry on a Works Cited page prepared according to MLA style for every source used and cited in the paper.

D. Course Evaluation Policy:

Students are expected to complete the on-line course evaluation.

E. Cell Phone Policy

Cell phones should be turned off or set to vibrate only when in academic buildings (including the University Library) and may be used only in restrooms, group study rooms, and offices. Text messaging may be used throughout the Library (with the exception of the classrooms) provided that no audible sound is used to notify the recipients.

All people carrying cell phones into a classroom, laboratory, or clinic must turn off and store (e.g., in a backpack, purse, phone holster, or other similar item) their phones prior to entering the room. Cell phones are not allowed on desks or table tops. If there is an extenuating circumstance that allows the cell phone to be on during a class, the student must obtain permission from the instructor prior to the beginning of class and must operate the phone in a silent (vibrate only) mode. Each instructor may further restrict the use of cell phones in class and may determine the consequences for violations of this policy.

People who violate this cell phone use policy may be asked to leave the building.

X. Student Services: The following services are available to students, and we encourage you to use them when you need them:

- **The Write Place** is the University Writing Center. Located in Administration 3-88 (<http://www.ulm.edu/english/writespace/facilities.html>), The Write Place is an informal and comfortable space where writers can talk about their writing concerns with the tutors who are willing to listen, share, and respond. The goal of these tutorial writing conversations is not necessarily to perfect a given paper so much as it is to help students learn about their own writing processes as they work through the writing assigned in their classes. People who use The Write Place on a regular basis tend to develop a heightened awareness of their process, discover a variety of strategies for working through papers, and thus develop stronger pieces of writing.
- **The Student Success Center** (<http://www.ulm.edu/cass/>) offers academic assistance including help with study skills, tutoring and monitoring of students who need academic support.
- **The Counseling Center** (<http://www.ulm.edu/counselingcenter/>) is available for students who need to talk to a professional during times of personal crisis.
 - **The Counseling Center** also helps students with Special Needs to determine and acquire appropriate accommodations. (<http://www.ulm.edu/counselingcenter/special.htm>)
- **Student Health Services** (<http://www.ulm.edu/studentaffairs/>) is available for basic medical care and referral.

XI. Emergency Procedures

- In case of critical injury to, or illness of, anyone in class, the instructor or a student should call campus security and/or 911 immediately.
- In case of fire or a fire alarm, leave the room in an orderly fashion and head for the nearest safe exit. If you are the first to see the fire, call 911 and/or campus security.
- In case of severe weather, seek shelter in the hallway of the first floor of the building.
- In case of other unforeseen emergencies, use common knowledge and/or common sense.

XII. Discipline/Course Specific Policies

- This course has a no-drop policy.

Important: Note the special attendance rule that 2 unexcused absences in the first 4 weeks of class may result in an "F."

- Questions and comments are welcome and encouraged. In order to maintain a courteous and professional classroom environment, questions and comments are to be addressed to the entire class with only one person speaking at a time. Violation of this policy will result in a warning; a second violation will result in dismissal from the class. Any student who is dismissed from class for violating this policy will be required to meet with the instructor and the Director of First Year English before being readmitted to the class. Absences accrued as a result of violating this policy will be unexcused, and any work missed will receive a grade of 0.

IMPORTANT DATES: Midterm grading: October 5-10; Drop date: November 2

**This syllabus is subject to change at the discretion of the instructor.*